

# BID SOLICITATION

Page 1 of 5  
Printed: 12/23/2002



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

**BID NUMBER: B01839**  
**TITLE: ADMISSION PREVIEW MAILING**  
**BID OPENING DATE AND TIME:**  
**01/09/2003 10:30 AM**

BUYER: JOHN COWELL  
PHONE #: (401) 222 - 2142 ext. 114  
BLANKET PERIOD: 2/1/03 - 9/30/03

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UNIVERSITY OF RHODE ISLAND  
URI ACCOUNTS PAYABLE  
103 ALBERT CARLOTTI BLDG  
KINGSTON RI 02881

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UNIVERSITY OF RHODE ISLAND  
URI CENTRAL RECEIVING  
ATTN: SEE BELOW  
PLAINS RD  
KINGSTON RI 02881

Requisition Number(s): R86A027701

Item	Class-Item	Quantity	Unit	Unit Price	Total
	2/1/03 - 9/30/03  UNDERGRADUATE ADMISSIONS MAILINGS  DELIVER TO: NO DELIVERIES- MAILINGS ONLY FOR ADMISSIONS DEPARTMENT				

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer.

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TERMS OF PAYMENT: \_\_\_\_\_

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	<p><b>BIDDING</b></p> <p>(a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State.</p> <p>(b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request.</p> <p><b>ORDERING</b></p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.</p>				

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	<p>AWARDS EXTENDING BEYOND JUNE 30TH ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.</p> <p>ADMISSIONS PREVIEW MAILING - FEBRUARY 2003 (APPROXIMATELY 38,500 PIECES). ADDRESSES TO BE PROVIDED BY FTP.</p>				
1.0	640-10 OFFSET PRINT WHITE 9 X 12 BOOKLET ENVELOPES WITH RETURN ADDRESS AND INDICIA IN PMS 300 BLUE	38500.00	EA		
2.0	640-10 INK-JET ADDRESS AND BARCODE FLAT ENVELOPES	38500.00	EA		
3.0	640-10 OFFSET PRINT LETTERHEAD ON CERTIFICATE BOND (PMS 300 BLUE) AND LASER PRINT PERSONALIZED LETTERS IN BLACK	38500.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
4.0	640-10 INSERT LETTERS, PREVIEW PIECE AND POSTCARD INTO ENVELOPES	38500.00	EA		
5.0	640-10 SEAL, PRESORT AND MAIL OFF NON-PROFIT INDICIA	38500.00	EA		
6.0	640-10 POSTAGE FOR THIRD CLASS NON-PROFIT BARCODED ZIP+4 WEIGHING APPROXIMATELY 1 OZ. (APPROXIMATE)	38500.00	EA		
	ADMISSIONS VIEW BOOK MAILING - AUGUST 2003 (APPROXIMATELY 26,500 PIECES) ADDRESS TO BE PROVIDED BY FTP				
7.0	640-10 OFFSET PRINT WHITE 9 X 12 BOOKLET ENVELOPES WITH RETURN ADDRESS AND INDICIA IN PMS 300 BLUE	26500.00	EA		
8.0	640-10 INK-JET ADDRESS AND BARCODE FLAT ENVELOPES	26500.00	EA		
9.0	640-10 OFFSET PRINT LETTERHEAD ON CERTIFICATE BOND (PMS 300 BLUE) AND LASER	26500.00	EA		
10.0	640-10 INSERT LETTERS, VIEW BOOKS AND POST CARD INTO ENVELOPES	26500.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
11.0	640-10 SEAL, PRESORT AND MAIL OFF NON-PROFIT INDICIA	26500.00	EA		
12.0	640-10 POSTAGE FOR THIRD CLASS NON-PROFIT BARCODED ZIP+4 WEIGHING APPROXIMATELY 5 OZ. (APPROXIMATE)	26500.00	EA		
	ALL MAILING MATERIALS WILL BE PICKED UP AT THE UNIVERSITY OF RHODE ISLAND. PROCESSING MATERIALS FOR MAILING WILL TAKE NO LONGER THAN THREE BUSINESS DAYS AFTER PICK UP. CONTACT DEBORAH HENTSCHELL WITH QUESTIONS AT (401) 874-7109)				
	DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.				
				<b>TOTAL:</b>	

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